

Illinois Department of Revenue

Employee Sustainability Efforts



Employee Education and Outreach Efforts

- IDOR's Sustainability Committee chose to focus efforts in 2009 on educating its members on sustainable issues through involvement, research and networking.
- Goal – Share that education with employees to perpetuate the sustainability movement.

Employee Education and Outreach Efforts

Informal strategies included the following:

- Networking with other state agencies to support and learn from their efforts.
- Having representation on each of the GGCC's sub-committees.
- Polling employees to get a read on their sustainable practices.
- Hosting a sustainability event.

Employee Education and Outreach Efforts

Three main employee outreach functions:

- Employee Green Expo
 - Held at the Willard Ice Building May 12-15.
- Recycling
 - Plastic, paper, aluminum, cardboard, batteries.
- Provide information and links to other “green” sites on employee Intranet
 - Includes encouraging electronic filing.

2009 Employee Green Expo – R U Green?



Green Expo – R U Green?

- Employee Green Expo was held May 12-15 at the Willard Ice Building.
- Main focus was on the 4 Rs
 - Reduce
 - Reuse
 - Recycle
 - Re-think

R U Green?

Join us for the First Annual Revenue Green Expo Days
Sponsored by the IDOR Sustainability Committee

Tuesday, May 12 through Friday, May 15
Willard Ice Building Lobby

- 
- ✦ Learn green practices you can use at home and at work to help save resources and reduce negative environmental impacts.
 - ✦ Participate in special recycling and green events held during the expo.
 - ✦ Bring in your old electronics and computers for free drop-off on May 12 and 13 for employees with a Revenue ID (see the Spidor Web for details).
 - ✦ Participate in Curb Your Car Day on May 15. Special parking and refreshments will be available for participants.

Green Expo – R U Green

- Informational booths were set up covering a variety of topics, including the 4 Rs, Curb Your Car Day, and Greening our workplace.
- Recycling drives were held in conjunction.



Green Expo – R U Green?

- Employees were encouraged to bring in old unwanted electronics and computer components for recycling in partnership with BLH Computers and old batteries.
- 2,400 pounds of electronic devices and 450 pounds of batteries were recycled!



Green Expo – R U Green?

Curb Your Car Day

- Grand finale of R U Green? Expo on May 15.
- Encouraged employees to bike to work or take other alternative means of transportation; special booth was set up during the expo for participants to sign up and with information.
- Sangamon Co. Regional Planning Commission awarded IDOR for the highest participation of any business in Sangamon County and the highest number of participants overall.



Green Expo – R U Green?

- Department-wide employee survey was launched during the expo.
- Survey was developed in-house and questions were geared to identify trends in attitudes and practices of employees to help tailor future outreach efforts.
- 93% of participants said they recycled at work, and 92% felt that recycling was important.

Recycling at IDOR/I-Cycle



I-Cycle

- IDOR recycles over 475 tons of paper annually (50% IDOR and 50% outside agencies).
- Recycling boxes for paper are placed at each workstation to encourage recycling.



IDOR recycles enough paper annually to fill more than 28 semis.

I-Cycle



IDOR recycles:

- 3,877 pounds of plastic & aluminum beverage containers.
- 650 pounds of alkaline and mixed batteries.
- 56,000 pounds of corrugated cardboard

Information Sharing

Sustainability - Microsoft Internet Explorer provided by Illinois Department of Revenue

File Edit View Favorites Tools Help

Back Forward Stop Reload Home Search Favorites RSS Print Mail Word Excel PowerPoint Outlook

Address <http://ice/Sustainability/> Go Links

THE SP-IDOR WEB

Home Phone Time Paystub Search

Core Resources

- Work Areas
- Personnel
- Training
- Taxpayer Related Apps
- Forms you need
- Policy & Procedure
- Help Desk
- Submit Web Site Update
- Strategic Plan & Projects
- [eSTAR](#)

Interest Groups

- AFSCME
- Director's Council
- Director's Page/Senior Staff

Related Sites

- IDOR
- Lottery
- Gaming Board
- Racing Board
- Liquor Control Commission
- State of Illinois
- Illinois State Agencies
- Additional Web Sites

Sustainability in Government

Thanks for Recycling and for Using Recycled Materials!

The Department of Revenue has received an award from the Green Government Coordinating Council for green office practices. Your participation helped increase the use of recycled paper as a percent of all paper used in-house from 35% to 42% and helped reduce the use of virgin paper by 2%. In addition, recycling in the WIB increased aluminum and plastic recycling from about 620 pounds to about 720 pounds each.

To help us keep up the good, work, please remember to recycle plastic, aluminum and paper:

- Recycling receptacles are available throughout the WIB for plastic bottles and aluminum cans. Posters identifying receptacle locations are posted at the elevators on each floor.
- Remember to discard non-confidential paper of any color in desk-side recycling boxes that can be obtained from the WOA or WCS system. These boxes are item #W000709 on both warehouse ordering systems. [Click here for an updated list of recyclable paper](#). You can print and substitute this list for the older list that appears on the side of some recycle boxes. Alternately, contact the warehouse at 5-0572, and we can provide a new sticker for the side of your box. Please remember to empty these desk-side boxes weekly into the brown recycling bins that are available in all work areas. Doing so is absolutely essential to pest control.
- Recycle newspapers into green common area receptacles.

Let's work together to create a sustainable environment!

CWLP Energy Services Office \$50 Rebate for Energy-Hog Refrigerators and Freezers

Do you still have a pre-1993 refrigerator or freezer plugged in? Many people use a second refrigerator or freezer that is an older, energy-hogging unit. Such appliances may cost as much as \$100 – 175 more per year on your utility bill. Take advantage of a \$50 rebate program being offered through CWLP's energy Services Office. Call their contracted vender, ARCA to participate at 1-888-899-9862.

Sustainability Quicklinks

- [Tip-of-the-Month](#)
- [Recycling Events](#)
- [Recycle Locations](#)
- [New Products](#)
- [CMS Sustainability Website](#)
- [Governor's Sustainability Website](#)
- [Illinois Recycling Association](#)

Sustainability Committee

- [About The Committee](#)
- [Goal's & Accomplishments](#)
- [Suggestions](#)
- [Contact Information](#)
- [Survey \(coming soon\)](#)

Information Sharing

- Literature on many eco-friendly practices was distributed at the Green Expo.
- The employee Intranet has an entire section dedicated to sustainability efforts and provides links to employees for more information.
 - Sustainability Intranet web site is continually updated as more information becomes available.

Information Sharing

- IDOR began more heavily promoting the use of reusable plates, silverware, and cups in the cafeteria in 2009 to reduce the amount of styrofoam waste being produced.



Information Sharing: e-Filing

- Employees are encouraged to electronically file their individual income tax returns.
- Over 3.4 million IL-1040s were electronically filed in 2009, drastically reducing paper.
- Over 1.8 million electronic filers used direct deposit for their refunds
- Over \$550,000 saved on postage alone.



Information Sharing: e-Filing

- IDOR does not send tax booklets to taxpayers who e-File their returns.
- In 2008, over 3.1 million taxpayers used e-File, saving over 89.3 million sheets of paper and associated energy costs by not printing and mailing booklets.
- In 2009, over 3.4 million taxpayers used e-File, and this will save about 100 million sheets of paper plus energy by reducing the number of booklets mailed in 2010.

Contact Info

Joe Romang, Illinois Department of Revenue
217.524.3521
joe.romang@illinois.gov

Kevin Richards, Illinois Department of Revenue
217.782.3664
kevin.richards@illinois.gov